

Arizona State Retirement System
Assistant Controller
- Phoenix -
Salary: \$65,000 - \$80,000 DOE

The Arizona State Retirement System, a \$28 billion retirement fund, is seeking a proactive, collaborative individual to serve as its Assistant Controller. This position will report directly to the Controller. An individual in this position will have supervisory responsibilities and will have experience in the following functions: general ledger maintenance, account reconciliations, accounts receivable, cash receipts, internal controls, governmental fund accounting, accounting research, and general financial reporting, including CAFR preparation. This position will assist the Controller in the day to day activities of the General Accounting Unit and make recommendations for process improvements.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Seven to ten years of accounting experience, which includes three to five years as a supervisor
- A comprehensive knowledge of generally accepted accounting principles, governmental fund accounting, financial statement preparation, accounting systems, and internal controls
- Strong computer skills with emphasis on Excel and Access
- Strong analytical and problem-solving skills and demonstrated ability to be flexible and to adapt quickly to change
- Proven ability to handle multiple projects simultaneously and use good judgment in decision making and in prioritizing work
- Ability to establish and maintain effective working relationships with subordinates, colleagues, and managers
- Support the Agency's PRIDE initiative
- Familiarity with MUNIS financial management system is a plus.

EDUCATION:

- Bachelor's degree in accounting or closely related field from an accredited college or university is highly preferred
- The ideal candidate will have a CPA certification

BENEFITS:

The State of Arizona offers a comprehensive benefits package, including medical, dental, vision, wellness, life insurance for employees and dependents, short and long-term disability, and flexible spending accounts. Another benefit to working for the ASRS is the excellent retirement program provided to our employees. Please visit <http://www.benefitoptions.az.gov/> to learn more about benefits offered to our employees.

HOW TO APPLY:

All applicants must apply online at www.azstatejobs.gov. This position is open until filled.

AA/EOE